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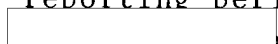
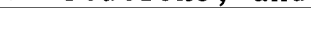
SUPPLY DIVISION WEEKLY REPORT
PERIOD ENDING 31 AUGUST 1984

1. Progress Report on Tasks Assigned by the DCI/DDCI

None.

2. Items or Events of Major Interest that have Occurred
During the Preceding Week


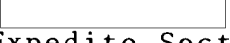

a. HOME Procurement:

A total of nine (9) requisitions were processed during this reporting period for items to be procured and placed in 903,  stock. These items were procured under HOME Fan 4178-1073 at a total cost of \$228,886 per agreement between DC/HOME and C/SMB/SD. Items procured under this action consisted of executive furniture, programmer work stations, and miscellaneous filing cabinets and typewriters. 

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b. Visit from DCI Administrative Office:

On 26 July,  from the DCI Administrative Office, visited Supply Management Branch (SMB).  was briefed on the procedures of the Follow-Up and Expedite Section and given a tour of Supply Division Offices 


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c. Office of Communications (OC) Review and Reduction Team Meeting:

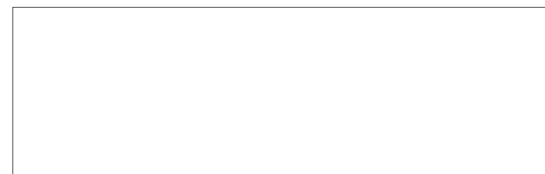
Supply Management Branch was represented at the initial meeting of the OC Inventory Review and Reduction Team on 24 July 1984. It will be SMB's responsibility to ensure that necessary paper work is initiated to affect appropriate disposal action after all items have been identified either for reduction in quantity or disposal by technical representatives from the Office of Communications. 

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SUBJECT: Supply Division Weekly Report, Period Ending
31 July 1984

d. Regulatory Issuances:

Supply Notice 18-1-10, SD FY 1985 Training Plan, will be issued shortly for distribution throughout Supply Division. Each individual and supervisor should review his/her requirements carefully for the upcoming fiscal year. All anticipated external training requirements for FY 85 must be submitted to the Supply Division Training Officer no later than 31 August and should include seminars, courses at non-Agency facilities, and off-duty, part-time academic training. This training plan will be used as a guide for planning, budgeting, and scheduling purposes for FY 85. [REDACTED]

e. Changes in Property Accountability:

The [REDACTED] Regulation [REDACTED] has been revised. This revision recommends that the minimum value of personal appeal property be \$100.00 vice the \$50.00 minimum that has been standard for years. This revision should be of special interest to all accountable officers within Supply Division in that it will decrease the Annual Dollar Value Report and especially for the larger accounts, lower the amount of property that the officer is accountable for. [REDACTED]

3. Significant Events Anticipated During the Coming Week:

None.

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